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¹ This matter proceeds before the undersigned pursuant to 28 U.S.C. § 636, Fed. R. Civ. P. 72, and Local Rule 302(c)(21).

Case 2:24-cv-01259-DJC-CSK Document 56 Filed 02/20/25 Page 2 of 2

July 1, 2024, so Plaintiff had until September 29, 2024 to properly complete service of the First Amended Complaint. Though Plaintiff filed a summons returned executed indicating that service was complete (ECF No. 19), this notice indicates that Plaintiff did not properly execute service in compliance with Rule 4. Rule 4(c) requires the summons and copy of the complaint be served on each defendant—by any person over 18 who is not a party. Fed. R. Civ. P. 4(c). Accordingly, the Clerk's Office denied Plaintiff's request for entry of default due to improper service on January 2, 2025. (ECF No. 47.) Because Plaintiff learned of the defect in service as of January 2, 2025, the Court will grant Plaintiff's motion. As the Court has previously informed Plaintiff, Plaintiff must follow the Federal Rules of Civil Procedure. See ECF No. 48 at 12 ("Plaintiff is further reminded that future filings that do not comply with the Federal Rules of Civil Procedure, the Local Rules, or the Court's orders will be stricken.")

Accordingly, the Court GRANTS Plaintiff's Motion for an Extension of Time (ECF No. 49). Plaintiff shall effect service of process on Defendant Alison Woodruff in compliance with Federal Rules of Civil Procedure 4 no later than twenty-one (21) days from the date of this order. Plaintiff must contemporaneously file a certificate of service indicating the manner of service, what documents were served, and date of service.

19 Dated: February 19, 2025

CHI SOO KIN

21 UNITED STATES MAGISTRATE JUDGE

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